



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING

MICHAEL P. FLANAGAN  
SUPERINTENDENT OF  
PUBLIC INSTRUCTION

August 2, 2012

**MEMORANDUM**

TO: Local and Intermediate School District Superintendents  
Public School Academy Directors and Administrators

FROM: Sally Vaughn, Ph.D. *Sally*  
Deputy Superintendent/Chief Academic Officer

SUBJECT: REVISED Annual Education Reports and Cover Letter Templates

The recent approval of the Elementary and Secondary Education Act of 2001 (ESEA) Flexibility Request in Michigan will require some changes to the Annual Education Reports (AER) and cover letters.

The approved Flexibility Request has resulted in changes to the accountability system based on new achievement targets. The approved request changes the school designations for those not making AYP from Schools in Improvement, Corrective Action or Restructuring to one of the following:

- Reward Schools
- Schools Making AYP
- Schools Not Making AYP
- Focus Schools
- Priority schools

In addition to school designations, changes exist for districts. Local Educational Agencies (LEAs) will be in one of two designations: Districts Making AYP or Districts Not Making AYP.

The AER reports have been reprogrammed to incorporate these changes. Cover letter templates have been revised and have been posted on the AER tab on the MiSchoolData website: <http://www.michigan.gov/mischooldata>.

**STATE BOARD OF EDUCATION**

JOHN C. AUSTIN – PRESIDENT • CASANDRA E. ULBRICH – VICE PRESIDENT  
NANCY DANHOF – SECRETARY • MARIANNE YARED MCGUIRE – TREASURER  
RICHARD ZEILE – NASBE DELEGATE • KATHLEEN N. STRAUS  
DANIEL VARNER • EILEEN LAPPIN WEISER

608 WEST ALLEGAN STREET • P.O. BOX 30008 • LANSING, MICHIGAN 48909  
[www.michigan.gov/mde](http://www.michigan.gov/mde) • (517) 373-3324

Page 2  
August 2, 2012

Remaining in effect is the requirement for all schools and all districts to post the revised AER reports and cover letters 15 days before schools begin in the fall of 2012. Please revise your cover letters, post them on your websites with the AER reports and make them available in hard copy for those members of your community who do not have access to the internet or a computer.

If you have questions, contact Mike Radke at [RadkeM@michigan.gov](mailto:RadkeM@michigan.gov), Paul Bielawski at [BielawskiP@michigan.gov](mailto:BielawskiP@michigan.gov), or Dave Judd at [JuddD@michigan.gov](mailto:JuddD@michigan.gov).

cc: Michigan Education Alliance